

**TOWN OF WINDSOR, CONNECTICUT**  
**Special Meeting Notice**



**Zoom instructions**

**Dialing in by Phone Only:**

Please call: 646 558 8656 or 312 626 6799

1. When prompted for participant or meeting ID enter: **818 0808 2453** then press #
2. You will then enter the meeting muted. During Public Comment if you wish to speak press \*9 to raise your hand. (Only if there is Public comment)

**Joining in by Computer:**

Please go to the following link: <https://us02web.zoom.us/j/81808082453>

1. When prompted for participant or meeting ID enter: **818 0808 2453** then press #
2. Only if your computer has a microphone for two way communication, then during Public Comment if you wish to speak press **Raise Hand** in the webinar control. If you do not have a microphone, you will need to call in on a phone in order to speak.
3. During Public Comments if you do not wish to speak you may type your comments into the Q&A feature. (Only if there is public comment)

**AGENCY: Citizen Advisory Task Force on Clean and Sustainable Energy**

**DATE: September 16, 2020**

**TIME: 7:00 PM**

**PLACE: VIRTUAL MEETING**

**AGENDA**

1. Call to Order
2. Introductions
3. Public Comment
4. \*Overview of Committee's Responsibility and Charge
5. Selection of Chairperson, Vice-Chairperson, & Secretary
6. Discuss Possible Future Agenda Topics and Set Next Meeting Date / Schedule
7. Adjournment

\*Backup materials

Public Act 75-312 requires notice of Special Meetings to be posted in the Town Clerk's Office not less than 24 hours prior to the time of such meeting. No other business shall be considered at this meeting than that listed on this Agenda.

# **Citizen Advisory Task Force on Clean & Sustainable Energy**

5/28/2020

## **Membership**

The Task Force shall consist of seven (7) members who shall be appointed by the Town Council. The Council shall not appoint more than a bare majority of any one party on any board, and in filling a vacancy the appointee shall be chosen from the same political party as the person vacating the office if that person was a member of a political party. This shall not, however, preclude the appointment by the Council of any person who is not a member of any political party.

## **Terms of members**

A membership term shall be for the duration of the Task Force.

## **Filing vacancies, removing members**

The appointing authorities shall fill vacancies in the membership of the Task Force and remove any member for cause. Council appointees shall be removed in the manner provided in Section 6-3 of the Charter. Failure to attend three consecutive meetings shall constitute a cause of removal.

## **Organization**

The Task Force shall select a Chairperson, Vice- Chairperson, and Secretary at its first meeting.

## **Meetings**

Regular meetings shall be held in accordance with the Freedom of Information Act at such time and date as determined by the Committee.

**Citizen Advisory Task Force on Clean & Sustainable Energy shall have the following mission and charge.**

1. Will work with Town Staff to identify sustainability opportunities.
2. The task force shall identify and study viable and feasible sustainability projects and programs to reduce energy consumption and or expenses of the Town and Board of Education.
3. Increase public awareness, education, municipal and community participation in sustainability efforts including energy conservation, renewable resources, and other environmentally friendly practices, including past efforts that have been completed.
4. The Task Force shall provide a report with recommendations to the Town Council and provide any reports as necessary and upon request.
5. Shall serve in an advisory capacity and recommendations shall not bind the Town to take any specific action or require that it appropriate funds.
6. Such other duties as assigned by Council.